

Cy 5 of 5.

19 March 1956

MEMORANDUM FOR: Chief, Supply Division

THROUGH: Building Supply Officer
Room 1065 J Building

SUBJECT: Justification for Electric Typewriter

1. It is requested that steps be taken to procure one (1) electric typewriter, either Remington-Rand or IBM, for use in connection with a special project under the direction of Mr. Richard M. Bissell, Jr., SA/PC/DCI. This machine will be used by the Contract Section of this Project.

2. In normal use, this machine will be running more than four hours per day and used largely for multiple copy production of contractual documents, correspondence with contractors, trip and progress reports of contractors' performance prepared by technical personnel, etc. These tasks plus the production of many other memoranda make justification of an electric machine feasible.

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CFW:hps (19 Mar 56)

[Redacted]
Director of Material
PCG/DCI

Dist: Orig & 1 - Addressee

cc - IO

- [Redacted] office

- Chrono

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